

**SUPERINTENDENTS' ADVISORY COUNCIL (SAC) MEETING
MINUTES
JANUARY 12, 2004
8:30 A.M. – 12:30 P.M.
STATE BOARD ROOM**

Attending:

David Baird, David Boggs, Dale Brown, Monte Chance, Anna Craft, Steve Daeschner, John Dalton, Linda France, Kay Freeland, Byron Jeffries, Larry R. Harris, Blake Haselton, Roland Haun, Ken James, Marshall Kemp, Janice Lantz, Wayne Puckett, John Rosati, Bob Rowland, Gary Rye, Jim Simpson, H. M. Snodgrass, Teresa Wallace, Yaulanda C. Washington, Frank Welch, and Commissioner Gene Wilhoit

Sharing Local Activities and Budget/Legislative Discussion (Gene Wilhoit)

- Commissioner Wilhoit shared that with regard to the 2004 budget, the administration will not reduce SEEK. Twenty-four million dollars was taken out of the current-year allocation, \$6.9 million will come equally out of programs not in SEEK, \$10 million from unexpended SEEK, and \$7 million from KDE health prepayment. Additionally, an \$80 million reduction will be made to higher education's budget. The Commissioner recommended a reduction across the board. For the 2005 budget, the operational assumption is no new revenue. If there is no change in the current funding level and with line items such as health insurance and teacher retirement going up and SEEK staying in tack, the interplay of activity inside the rest of the money is dynamic. The Legislature is trying to figure out a way to control costs of health insurance over the next two years. **The SAC members do not want the Legislature to commit one-time money for long-term obligations such as teacher salaries.** Superintendents were encouraged to: present their cooperatives with a sober view of what the 2005-06 budget looks like without a revenue increase, carefully go back and look at their fund balances and be prepared to tell people what those funds are designated for and that those funds are a result of diligence to cover planned activities already in place and to cover what districts are expected to do to balance budgets next year, and to contact their legislators and voters with a true picture of what is happening. The Commissioner wants to give districts as much latitude as possible to make the adjustments they need. The Commissioner will continue to advocate for the flexible funding program. The KASS offered assistance such as letters of support, etc. The Governor's budget will be presented on 1/27.
- Commissioner Wilhoit will get communication out to districts regarding the budget allowing them to revise their already submitted budgets. Superintendents should raise the conversation with their boards that the budget is tentative until guidance is received from KDE. The Commissioner encouraged superintendents to keep the line of communication flowing with regard to new information in order for everyone to work together to counter these problems.
- Anna Craft and her cooperative questioned where the regional service centers' assets went when the regional centers were abolished, and she questioned the need for first year community education coordinators to be out of the district for week-long trainings as a part of the community education grant. The Commissioner will look into these questions.
- Linda France passed out a brochure titled, Educator's Guide to Scientifically Based Research.

STI Data Collection and KDE/STI's Efforts to Correct Problems (Gary Faulkner and Rob Fiance)

As follow-up to the last SAC meeting, Rob Fiance and Gary Faulkner met with the SAC to share what STI is doing to resolve some of the problems encountered by districts. Mr. Fiance indicated that the following improvements have been made to STI:

- ✓ Made investment in a new infrastructure (phone system) to improve response time. This system will be in place by mid-February.
- ✓ Extended hours.
- ✓ Put in place a formalized quality assurance department and data program to ensure quality of software releases.
- ✓ Will be conducting joint KDE/STI regional sessions and individual meetings with district staff.
- ✓ Hired the best chief operating officer who brings a lot of innovative things to the table with regard to having the right systems and structure in place from the district and from the STI perspective.

- ✓ Added more staff on the development, quality assurance, and support sides.

The SAC offered the following recommendations for STI:

- ✓ Build into the STI system an automated log-off time for upgrades.
- ✓ Add conference support.
- ✓ Assist districts with determining if their network designs are appropriate for STI.
- ✓ Form an advisory committee made up of IT people around Kentucky to meet on a regular basis.

Mr. Fiance asked that when a problem is encountered with STI that the STI people are given specific information to help them research the situation. Mr. Fiance will provide Karen Waugh with a list of districts that have not installed 6.1 SETS. The SAC members were e-mailed this Power Point presentation that contains contact information for Mr. Fiance and Mr. Faulkner.

High Levels of Achievement for Each Student Through Improved Teaching and Learning (Michael Miller)

- The Commissioner noted that the KDE is attempting to redefine some of its work based on the fact that teachers in the field have requested assistance in terms of designing instruction and the delivery of educational programming for students. Michael Miller, Director, Division of Curriculum Development, shared a work plan that would lay out a series of guidance tools (not mandatory) that teachers could use in the classroom to help them with their work. He presented the group with KDE's best thinking about what Standards-Based Student Centered Classrooms should look like. The Department has been collaborating with higher education regarding every college graduate having a base of operation of this work plan when they leave college. The document will be e-mailed to the SAC. Mr. Miller also noted that the KDE in collaboration with the Collaborative for Teaching and Learning is currently piloting the Kentucky Guide for Reflective Classroom Practice. Twenty-five classrooms or schools are participating in this project. This tool helps teachers think about their own practice.
- The following issues are being addressed by the work plan:
 - ❖ Provide greater assistance to teaching - more specific curricular information (best practices) for classroom teachers. These best practices would not be mandated but available as a resource. Specific information will be provided per population in the context of instruction and school culture. The Program of Studies, the Academic Expectations, and the Core Content for Assessment documents will be merged into one Internet friendly place. More specific details and models of curriculum mapping will be provided by June. Provide examples of standards-based units of study on line or in other formats.
 - ❖ Include support mechanisms in the system that assure that students are obtaining prerequisite skills and at the same time, allowing those decisions to be made at the local level.
 - ❖ Address ways to improve the state assessment and accountability system. Snapshot assessments will be included in the curriculum mapping. Develop a statewide network of CATS-like assessments. Districts were encouraged to join the network and/or work on the technology system to support this interaction. The KDE is looking at in-state scoring on the CATS assessment and end-of-course exams in key content areas at the high school level.
- The SAC recommended that ARSI be contacted regarding this proposed work plan since they have worked on a similar document. Some members of the SAC indicated that what teachers need help with is the skills to transmit units of study to engage students.
- Much of the work plan and its components will be on line by June.
- Linda France reported on a project taking place in Kentucky on effective instructional strategies. Ms. France will keep the SAC updated on this project.

State Action for Educational Leadership (SAELP I) Lessons Learned and Input on KDE's SAELP 2 Grant Proposal (Linda France and Brenda Hauser)

- Linda France and Brenda Hauser presented the SAC members with a CD of lessons learned in Kentucky with regard to the State Action for Education Leadership Project (SAELP). Linda shared information that Ken James had provided to her that he had picked up at a national conference with SREB that includes strong recommendations on the redesigning of the principal preparation program to do away with self-selection and

move toward a district and university selection on these individuals (tapped) before being accepted into the principal preparation program and to move toward collaboration between district and university in preparing these individuals. These issues will be addressed in Kentucky's SAELP II proposal. Brenda shared that it has been found that a lot of teachers go into administrative programs just for the pay increase and don't intend to become an administrator, therefore, SAELP is advocating for increased masters' options for teachers in their content areas.

- Dr. Haun commented that he believes that you don't know what a person is going to do until they actually have the opportunity to perform the duties of the job. Other suggestions by superintendents included:
 - Put a time limit or clause on certification or have a classroom instructional leader route to certification to promote more instructional leaders.
 - School councils should require documentation indicating the abilities and accomplishments of a principal candidate.
- It was suggested that smaller districts team up with another district or a cooperative to submit a proposal.
- The SAELP II proposal will be submitted by February 9. Superintendents were encouraged to contact Ms. France by e-mail or phone with additional suggestions.
- Identify a great aspiring administrator within the school district and pay them to come out of the classroom a semester or a year to work with the administration in the building, "grow your own administrator." One member called for the reinstatement of the principal assessment center. It could be that the individual would want to pay for this assessment.

NEXT MEETING: APRIL 29, 2004
Statewide Superintendents' Meeting